

## CE AFQTP Documentation Record For AFSC 3E9X1

- This document supersedes previous AF Form 797 Overlay. Maintain in member's AF Form 623 until 7-level upgrade
- Trainers/Certifiers enter their name and initials in the identification block at beginning of the STS
- Upon administering AFQTPs, enter start date in column 4 of this record
- Upon completion of each unit, document columns 5, 6, and 7
- Upon completion of applicable CerTests, trainer will place the completion date in column 8
- Transcribe by entering current date in columns 5 and 8, Trainees & Trainers Initials in columns 6 & 7

1	2	3	4	5	6	7	8
TASK NUMBER	TASKS, KNOWLEDGE, AND TECHNICAL REFERENCES	* * * 5 LEVEL * * * 7 LEVEL	START DATE	COMPLETE DATE	TRAINEE'S INITIALS	TRAINER'S INITIALS	CerTest COMP DATE
<b>3</b>	<b>COMMUNICATIONS AND COMPUTER SECURITY</b> TR: AFI 10-101						
3.4.	Observe security precautions involved in communications	*					
<b>8</b>	<b>COMMUNICATIONS</b> TR: AFI 33-106; AFJMAN 24-306						
8.1.	Use radios	*					
<b>10</b>	<b>PUBLICATIONS:</b> TR: AFINDs 2, 9, 14; AFIs 37-138, 37-160V1						
10.3.	Use technical publications TR: AFPD 21-3; T.O.'s 00-5-1, 00-5-2	*					
<b>12</b>	<b>PLANNING AND MANAGEMENT</b> TR: AFIs 10-210, 10-212, 32-4001, 32-4002, 32-4007; War Mobilization Plan (WMP)						
12.2.2	Perform hazard analysis, to include hazards identification, vulnerability analysis, and risk assessment	**					
12.2.3.3.	Write inputs	**					
12.2.3.4.	Review	*					
12.2.3.6.	Develop supporting checklists	*					
12.2.9.	Identify shortfalls and LIMFACs	**					
12.3.1.3.	Conduct meeting/briefing	*					
12.3.3.1.	Prepare exercise scenarios	**					
<b>13</b>	<b>RESPONSE OPERATIONS</b> TR: AFIs 10-201, 34-4001, 32-4002						
13.2.2.	Participate in response operations	*					
13.2.3.	Participate in withdrawal operations	*					
13.2.4.4.	Provide inputs to required reports	**					
13.2.6.2.2.	Monitor for contamination	*					
13.3.3.1.	Notification	**					
13.3.3.2.	Initial emergency response	*					
13.3.3.3.	Sustained emergency response	*					
13.3.5.	Protect Air Force resources	**					
13.3.7.	Interpret Peacetime alert warning system messages	*					

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14	<b>WARTIME OPERATIONS</b> TR: AFIs 10-207, 10-210, 10-211, 10-212, 10-403, 31-101, 32-4001, 32-4007; WMP-1 Vol 1						
14.1.	Evaluate threat to air bases TR: AFI 10-211; Current intelligence reports (S)	**					
14.3.4.	Determine protective equipment requirements	*					
14.3.5.	Conduct wartime tasks wearing personal protective equipment	*					
14.4.6.	Determine appropriate biological protective measures	*					
14.6.3.1	Impliment exposure control actions	*					
14.6.3.3.	Conduct Contamination Control Area (CCA) procedures	*					
14.7.3.	Employ protective actions TR: AFVAs 32-4010, 32-4011	*					
14.8.1.	Evaluate adequacy of local alerting system	**					
14.8.2.	Advise on use of warning signals	*					
14.9.2.	Establish information flow	**					
14.9.3.	Direct activation of specialized teams	**					
14.9.4.	Monitor and direct readiness of NBC forces	**					
14.9.5.	Monitor passive defense measures	*					
14.9.7.	Direct monitoring team actions	*					
14.9.8.	Receive and consolidate reports	*					
14.9.9.	Read maps/use location references materials	*					
14.9.10.1.	Simplified plots	*					
14.9.10.2.	Detailed plots	*					
14.9.10.3.	Assess chemical hazards	*					
14.9.10.4.	Determine chemical persistency	*					
14.9.11.1.	Simplified plots	*					
14.9.13.	Prepare NBC reports	**					
14.9.15.	Interpret NBC reports	*					
14.9.16.	Annotate radiation and chemical situation boards	*					
14.11.2.2.	Assess CCD requirements	**					
14.11.2.3.1.	Camouflage netting	**					
17	<b>PERSONAL PROTECTIVE EQUIPMENT</b> TR: APPLICABLE TECHNICAL ORDERS						
17.1.2.	Inspect	*					
17.1.3.	Use	*					
17.1.4.	Maintain	*					
17.3.2.2.	Inspect	*					
17.3.2.3.	Use	*					
17.3.2.4.	Maintain	*					
17.4.	Use field gear equipment such as helmets, web belts, canteen, and flak vests TR: FM 21-15-3b	*					

<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
TASK NUMBER	TASKS, KNOWLEDGE, AND TECHNICAL REFERENCES	* * * * 5 LEVEL ** 7 LEVEL	START DATE	COMPLETE DATE	TRAINEE'S INITIALS	TRAINER'S INITIALS	CerTest COMP DATE
<b>24</b>	<b>MOBILE COMMAND POST (MCP)</b> <b>TR: AFIs 24-301, 32-4001</b>						
24.4.	Respond to contingencies using the MCP	*					
<b>31</b>	<b>READINESS FLIGHT TRAINING PROGRAMS</b> <b>TR: AFIs 10-217, 10-210, 10-211, 32-4001, 32-4002, 32-4007, 36-2201; Wartime Task Standard;</b> <b>AFCESA Contingency and Home Station Training Volumes</b>						
31.1.1.	Determine installation training requirements	**					
31.1.2.	Prepare schedule	**					
31.1.3.	Maintain training documentation	*					
31.4.	Establish an installation disaster preparedness / air operability information program	**					
<b>32</b>	<b>INSTRUCTOR FUNDAMENTALS</b> <b>TR: AFI 32-4001; AFMAN 36-2236; AFP 50-58 Vols 1-6; AFMAN 10-219 Vol 1</b>						
32.4.1.	Use lecture method	*					
32.4.2.	Use demonstration and/or performance method	*					
32.5.1.	Knowledge based tests such as written / CerTest	*					
32.5.2.	Performance tests	*					
32.7.	Develop and/or Personalize Lesson Plans	*					
<b>33</b>	<b>SUPPLIES AND EQUIPMENT</b> <b>TR: CE ESLs, Prime BEEF Implementation Guide; AFI 32-4001; AFRs 67-23; ASs 006, 016, 110,</b> <b>156, 450, 459, 629, 660; T.O.'s 00-20K-1 AND 00-110N-3</b>						
33.8.1.	Determine requirements	**					
33.8.2.	Justify requirements	**					
33.8.3.	Submit requirements	**					

**Information for diamond (♦) coded tasks:**

Tasks identified by a diamond (◆) in column 3 are considered contingency/war tasks for both the 5- and 7-skill level and are extremely important to the career field. Equipment shortfalls at most locations however, have created problems with the actual hands-on certification of these tasks. Completion of the task's QTP and corresponding CerTest is required for upgrade and qualification training. Perform hands-on (i.e. certification) training when the equipment becomes available.

AFSC SPECIFIC CONTINGENCY RESPONSIBILITIES							
1	2	3	4	5	6	7	8
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THERE ARE CURRENTLY NO DIAMOND CODED TASKS IN THIS AFSC							